

Wyoming Prevention Framework Community Grant Report

Attachment B

This report is for this time period

May 1 - September 30, 2007

Lincoln

Today's Date

10/15/2007

County

Lincoln

Contract Organization Name

High Country Counseling & Resource Centers

Your Name

Carl J Harris

Your Mailing Address

PO Box 376

City, State, Zip

Afton, WY 83110

Your Work Phone Number

307-885-9883

Fax

307-885-5206

Your Work Email Address

prevention@silverstar.com

Please email this report as an **attachment** to...
Substance Abuse & Mental Health Services Division,
Wyo Dept. of Health
lisa.laake@health.wyo.gov

For information call 1-800-535-4006
or 307-777-6494

Please keep both a hard-copy and file copy for your records

Item	Contract Deliverables	Date due	Percent Completed (or notes on amount completed)	Date Completed	Comments or Notes
A Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance					
1	SPF Staff Hired (report name, percent of time, email address, phone number)	N/A			
2	Supervise SPF staff/staff evaluation (note dates and any notes)		100%	9/30/2007	
3	Name, title, and phone number of the staff's supervisor				Carl J Harris - Coordinator -307-885-9883
4	Criminal history record compliance (briefly note yes or no if any action was taken this quarter--do not report names)	no			
5	Staff training and paid travel			9/30/2007	
	(list all training paid under the contract, dates, traveler name, amount)	Coalitions, SPF-SIG, Comm. Mtgs etc.	\$547.19	9/30/2007	Travel to various community meetings, partner meetings etc.
6	Notify the Division of any board of directors/staffing changes	N/A			
7	Other Contract Work Agreements (report details)		\$1,840.00	9/30/2007	Qtrly in-kind services (5% of grant)
8	Complete agreement with SPF-TAC				
9	Other				

B Needs Assessment Activities

1	Needs Assessment Training/Winter 07 Meeting	Feb or March 2007	9/10-11/07		Cheyenne Meeting
2	Needs Assessment Instrument Received	Feb or March 2007		9/12/2007	Community Strategic Planning Workbook Completed
3	Data Collection				
4	Data Analysis				
5	Priorities Identified				
6	Needs Assessment Sent to SAD	1-Jun-07			
7	Receive SAD Comments @ Needs Assessment	15-Jun-07			
	Revise Needs Assess/Submit Final				
8	Other				SAMHSA evaluation cancelled until further notice

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
C Community Infrastructure Activities					
1	Community Advisory Council Activities briefly list CAC activities	Monthly			Norming Campaigns- Meth conference.
2	Community Advisory Council Meetings List dates & number of people who attended See below for membership report	7/10/07 - (7) 9/6/07 - (6)			Updates and budget evaluation. New trainings, etc.
3	Budget and Funding Approved by CAC (attach minutes)	10/10/2007		10/10/2007	
4	Community Resource Assessment note date and attach report				
5	Present Findings/Process to Community				

6	(Optional) local SAPST and/or CADCA Training for SAC/Community				
7	Briefly describe how the community was involved in the SPF process during this reporting period				3 partners in the community have agreed to work with us on the norming campaign. Idea will be first implemented by 11/23/07.
8	Other CAC/Infrastructure				

D Strategic Planning Activity

	Attend Strategic Planning Training	Jul-07		10/10/2007	
	Receive Strategic Planning Materials from SAD				
	Research Evidence Based Strategies				
	Match Strategies to Data/Needs				
	Write Strategic Plan				
	Submit Strategic Plan to SAD				
	Receive SAD Comments/Revise/Final Plan	31-Aug-07			
	Other				

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E	Implementation (only with SAD approval)				

F Deliverables and Assurances Reports

	For February 1 - April 30				
1	May 15: Submit this report to SAD	15-May-07		5/15/2007	
2	May 15: Submit Expenditure Report to SAD	15-May-07		5/15/2007	
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07		7/31/2007	
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07		7/31/2007	
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07		10/15/2007	
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07		10/15/2007	
				9/6/2007	Carryover Funding agreement signed
7	Complete evaluation agreement with WySAC	30-Mar-07			
8	Provide any other evaluation information				
9	Submit any requested data				
10	Obtain Chapter 16 Prevention Certification				Renewed 7/30/07
11	On-Site evaluations or reviews	10/11/2007 8/1/07		10/11/2007	WYSAC - Planning Workbook and PI process - Meeting with WypTAC - Mike V.
12	Post 2 newspaper ads/articles about the SPF grant (attach copy)	3/7/2007		9/20/2007	

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
G	Other Information				
1	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant				N/A
2	Restricted activities (report any approval requested and received for these)				n/A
	fairs/brochures/educational materials				Educational packets on ATOD prepared and provided to staffs at 2 elementaries, alternative HS, Middle School, & High School.
	media				ATOD ads and July 4th & Labor Day PSA's with County Sheriff done on local radio stations.
3	Please note any significant changes from the budget submitted in the application.				no changes
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?				Community Partners - Lower Valley Energy, Hunters Appliance & Star Valley Disposal agreeing to help with Norming Campaign.
5	What was the one greatest barrier this reporting period? What was done to address this barrier?				No barriers to speak of.
6	Please briefly list any significant changes or information related to this grant				Nothing of any significance

